

1 **CITY OF NORTH BEND PLANNING COMMISSION MEETING MINUTES**

2 Thursday, March 14, 2013 at 7:00 PM

3 City Hall Conference Room,

4 211 Main Avenue North, North Bend, WA 98045

5 *Please Note: A complete audio recording of this meeting is available on the City of North Bend website,*
6 www.northbendwa.gov, under Commissions - Planning Commission - Meeting Audio.

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8 **CALL TO ORDER**

9 The meeting was called to order at 7:00 PM.

10
11 **ROLL CALL**

12 Planning Commissioners present: Bruce Bjorklund, Gary Fancher, Jim Luckey, Rob McFarland (Chair), and Piper
13 Muio. Commissioners Elwood and Lee were unable to attend, and have been excused from tonight's meeting.
14 City Staff present: Gina Estep, Community & Economic Development Director.

15
16 **AGENDA ITEM #2: MINUTES FROM THE FEBRUARY 28, 2013 PLANNING COMMISSION**
17 **MEETING**

18 Chair McFarland asked if there was a motion to approve the Minutes from the February 28, 2013 Planning
19 Commission Meeting. Commissioner Muio motioned to approve the Minutes; Commissioner Fancher seconded
20 the Motion. Chair McFarland had edits to the Minutes, as his notes from the meeting differ from the Minutes
21 (Note: the Minutes from the February 28, 2013 Meeting were prepared without the use of the meeting recording,
22 which due to a malfunction was not available). Chair McFarland said that under Agenda No. 5 and Agenda No.
23 7, the votes given were 7:0, but there were only five Commissioners present at the meeting and that both votes
24 were taken before two Commissioners arrived, therefore the votes should be 3:0, not 7:0. The Minutes were
25 Approved as amended, 5-0.

26
27 **AGENDA ITEM #3: PUBLIC COMMENT ON NON-AGENDA ITEMS (LIMITED TO 3**
28 **MINUTES PER PERSON)**

29 Chair McFarland asked the one guest in attendance if he wished to speak. Travis Bridgman, 713 Ogle Ave. NE,
30 North Bend, WA 98045, said that he wasn't yet prepared to give comments, but did have one question: is there
31 any planning in the works to make the parkland playgrounds a drug free zone. Gina Estep said that they are, in
32 theory, already a drug free zone. Ms. Estep offered contact information to the citizen for the City Administrator
33 and the Chief of Police to let them know of what and where are his concerns.

34
35 **AGENDA ITEM #4: INTRODUCTION – AMENDMENTS TO NBMC TITLE 18 ZONING**
36 **CONCERNING SINGLE-FAMILY RESIDENTIAL USES WITHIN THE COTTAGE**
37 **RESIDENTIAL ZONE**

38 Ms. Estep briefed the Commissioners on the proposed changes to the NBMC. There was discussion, including
39 questions and answers, between the Commissioners and Ms. Estep concerning the proposed changes.

40
41 There was a consensus to change the wording in NBMC 18.10.050.1.11b. *from* "Single Family dwellings other
42 than cottages are not allowed within the cottage residential zone" *to* "All housing within the Cottage Zone shall
43 meet the size limitation requirements in the performance standards."

44
45 There was continued discussion, including questions and answers, between the Commissioners and Ms. Estep
46 concerning the proposed changes. There was also discussion of the fee structure for Cottage Housing, specifically
47 Impact Fees, and whether to calculate these Impact Fees as is Multi-Family instead of as a Single Family
48 Residence.

49
50 There was discussion between the Commissioners and Ms. Estep concerning building height of cottage homes.
51 Commissioner Muio said that under NBMC 18.10.040.8.b, the 29' provision under the CR zone no longer

1 applies. Ms. Estep agreed. There was discussion of the Performance Standards for cottage homes. There was
2 discussion of NBMC 18.10.050.1.16.j and the 12 elevation threshold. Ms. Estep said that she would make a note
3 of this section for further consideration and discussion.

4
5 Commissioner Luckey made a request to ask the City Council to allocate \$3,000 and send (the city's) Cottage
6 Housing Code to three industry leaders building cottage homes and ask for their feedback. Ms. Estep said that to
7 take something to Council she needs a motion and a vote by the Planning Commission of Commissioner Luckey's
8 request. Commissioner Muoio seconded Commissioner Luckey's motion. Chair McFarland asked for further
9 discussion. None was offered. The vote was 2:1 (Fancher) to Approve. Commissioner Bjorklund abstained from
10 the vote. Chair McFarland did not vote. The Motion is Approved.

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12 There was discussion between the Commissioners and Ms. Estep regarding the definition of Cottage Housing.
13 Ms. Estep read from the Municipal Code the definitions for both Cottage and Cottage Housing Development.

14
15 The Commissioners wish to include in the next meeting discussion on Cottage Housing the costs associated with
16 building a smaller home that meets the size of a cottage, regardless of what zone it is within.

17
18 There was discussion on whether the Planning Commission will be taking up the sign code. Ms. Estep briefed the
19 Commissioners on her department staffing levels and work load.

20
21 Chair McFarland asked guest Travis Bridgman if he would like to make a comment. Mr. Bridgman said that his
22 intent for coming to the Planning Commission meeting is to clean up our community in order to make or invite a
23 family safe environment and to welcome revenue.

24
25 **ADJOURNMENT:**

26 Chair McFarland asked if there was a motion to adjourn. Commissioner Luckey motioned to adjourn the
27 meeting; Commissioner Muoio seconded the motion. The meeting adjourned at 9:08 PM.

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29 **NEXT PLANNING COMMISSION MEETING:**

30 The next Planning Commission meeting will be held March 28, 2013 at the City Hall Conference Room.

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32 ATTEST:

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36 Rob McFarland, Chair

Gina Estep, City of North Bend